

**MINUTES OF THE
AUBURN CITY PLANNING COMMISSION MEETING
January 17, 2012**

The regular session of the Auburn City Planning Commission was called to order on January 17, 2012 at 6:00 p.m. by Chair Snyder in the Council Chambers, 1225 Lincoln Way, Auburn, California.

COMMISSIONERS PRESENT: Worthington, Young, Spokely, Vitas & Snyder

COMMISSIONERS ABSENT: None

STAFF PRESENT: Will Wong, Community Development Director
Lance E. Lowe, AICP, Associate Planner

I. CALL TO ORDER

II. PLEDGE OF ALLIGIENCE

III. ELECTION OF PLANNING COMMISSION OFFICER(S)

Commissioner Vitas **MOVED** to Elect Commissioner Spokely as Chairman.

A roll call vote was approved.

AYES: Worthington, Young, Spokely, Vitas & Snyder
NOES: None
ABSTAIN: None
ABSENT: None

Commissioner Worthington nominated herself as Vice-Chair.

Commissioner Snyder **SECONDED** the motion.

AYES: Worthington, Young, Spokely, Vitas & Snyder
NOES: None
ABSTAIN: None
ABSENT: None

The motion was approved.

Commissioner Vitas **MOVED** to Elect Commissioner Young as the Traffic Committee representative.

A roll call vote was approved.

AYES: Worthington, Young, Spokely, Vitas & Snyder
NOES: None
ABSTAIN: None
ABSENT: None

The motion was approved.

Commissioner Vitas **MOVED** to Elect Commissioner Worthington as the Alternate Traffic Committee representative.

The motion was approved.

AYES: Worthington, Young, Spokely, Vitas & Snyder
NOES: None
ABSTAIN: None
ABSENT: None

III. APPROVAL OF MINUTES

March 15, 2011
April 19, 2011
November 15, 2011

Approved as presented.

IV. PUBLIC COMMENT

None

V. PUBLIC HEARING ITEMS

- A. DESIGN REVIEW – 401 GRASS VALLEY HIGHWAY** The applicant requests a Design Review Permit to convert an existing 612 square foot 2 bay garage and 290 square foot snack shop with office to a convenience store. The project includes a façade upgrade and building remodel. Site improvements include a new trash enclosure, screened mechanical units at grade and accessible parking.

Planner Lowe presented the scope of the design review application and conditions of approval, which requires minor modifications to the existing site plan.

Commissioner Snyder asked about the parking space backing and distance to the pumps.

Planner Lowe noted that two parking spaces are required and the City standard is 23 feet.

Commissioner Worthington noted that the backing distance is pretty tight.

Commissioner Spokely had concerns about the 90 degree parking and potential backing limitations.

Director Wong further explained the loading and backing areas.

The Planning Commission considered the option of 45-60 degree angle parking vs. 90 degree parking.

Commissioner Young asked about the Cal-trans requirements.

Planner Lowe discussed the Cal-trans requirements.

Chairman Snyder opened the public hearing.

Peter Tobin representing Barghausen Consulting Engineers addressed the Planning Commission.

Mr. Tobin noted that with respect to the Cal-trans comments, the proposed stop sign is not located on his applicant's property. Mr. Tobin committed to working with property owner to seek compliance with the Cal-trans requirements.

Chairman Snyder asked Director Wong about the City's responsibility of enforcing this condition.

Director Wong noted that the Commission should not impose a condition that involves a third party and cannot be enforced. Accordingly, the conditions may need to be revised to reflect the applicant's ability to comply with the condition of approval.

The applicant further addressed the Cal-trans, parking, and site design requirements and conditions.

The Planning Commission discussed the parking layout and Cal-trans requirements and approved the following Condition of Approval modifications:

A. DESIGN PERMIT (FILE # DRP 12-01)

1. Prior to the issuance of a building permit, the parking spaces shall be moved north and the southern most parking space shall be eliminated resulting in a total of 3 parking spaces. **The most northern parking space shall be a compact space with a dimension of 8 feet by 16 feet.** No parking striping shall be required between the building and parking spaces. All parking spaces shall a minimum backing distance of 23 feet. The final revised parking layout shall be to the satisfaction of the Community Development Department.

D. CALTRANS

1. Prior to the issuance of a Certificate of Occupancy, the applicant *shall work with the adjoining property owner to* install the following improvements, as recommend by Cal-Trans, *if feasible*:
 - a. The installation of striping and one sign that would prohibit left turns to northbound SR 49 at the driveway adjacent to the gas station; and,
 - b. Propose right turn only to southbound State Route 49.

Commissioner Worthington **MOVED** to approve the project as amended.

Commissioner Young **SECONDED** the motion.

AYES:	Worthington, Young, Spokely, Vitas & Snyder
NOES:	None
ABSTAIN:	None
ABSENT:	None

The motion was **APPROVED**.

VI. COMMISSION BUSINESS

None

VII. COMMUNITY DEVELOPMENT DEPARTMENT FOLLOW-UP REPORTS

A. City Council Meetings

The City Council did approve the 401 Grass Valley Highway Rezone and the Batsel project has been appealed to the City Council and a hearing date is yet to be determined.

B. Future Planning Commission Meetings

C. Reports
None

VIII. PLANNING COMMISSION REPORTS

The purpose of these reports is to provide a forum for Planning Commissioners to bring forth their own ideas to the Commission. No decisions are to be made on these issues. If

a Commissioner would like formal action on any of these discussed items, it will be placed on a future Commission agenda.

None

IX. FUTURE PLANNING COMMISSION AGENDA ITEMS

Planning Commissioners will discuss and agree on items and/or projects to be placed on future Commission agendas for the purpose of updating the Commission on the progress of items and/or projects.

Director Wong noted that a meeting on February 7, 2012 is planned.

X. ADJOURNMENT

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Lance E. Lowe, AICP
Associate Planner